



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

DIVISION OF PROFESSIONAL REGULATION

<b>PUBLIC MEETING NOTICE:</b>	<b>BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS</b>
<b>DATE AND TIME:</b>	<b>Tuesday, January 10, 2012 at 1:00 p.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room B</b> , second floor of the Cannon Building

AGENDA

(Amended Items Marked by \*)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
  - 2.1 November 8, 2011 Board Meeting
- 3.0 Unfinished Business
  - 3.1 Public Rules & Regulations Hearing – **Rescheduled** for 3/13/12 at 1:00 p.m.
    - 3.1.1 Definition of Preceptor
    - 3.1.2 Revisions to the AIT Program
    - 3.1.3 Late Renewal Period
    - 3.1.4 CE Credit for Meeting Attendance – Professional NHA Board Members
  - 3.2 Strategic Plan
    - 3.2.1 Definition of Preceptor – NAB Guide
    - 3.2.2 AIT Program – NAB Guide
    - 3.2.3 Addendum A to the Board's Rules & Regulations – NAB Guide
  - 3.3 Continuing Education Audit of Licensees
    - 3.3.1 Audit Submissions - Passed Since November Meeting
      - 3.3.1.1 Regina J. Coffey
      - 3.3.1.2 Tawnya L. Dennis
      - 3.3.1.3 John M. Hupp
      - 3.3.1.4 Rhonda Dale Quinlan
      - 3.3.1.5 Michael Albert Sayre
    - 3.3.2 Re-Review of Audit Submissions (additional documentation)
      - 3.3.2.1 Susan D. Barnes (short 1.0 CEU)
        - 3.3.2.1.1 Review of DHSS Seminar, 7/14/10  
*Guidelines for Management of MDROs & Other Epidemiologically Imp. Organisms*  
Requesting 2.5 CEUs
      - 3.3.2.2 Elmer R. Quillen (short 0.25 CEU)
        - 3.3.2.2.1 Review of DLTCRP Seminar, 1/19 – 1/20/10  
*Infection Prevention & Control*  
Requesting 5.5 CEUs

**3.3.3 Rule to Show Cause Hearings, 1:30 p.m.**

- 3.3.3.1 Brenda C. Coley-Moody (no response)
- 3.3.3.2 Cheryl A. Hollis (no response)
- 3.3.3.3 Gregory O. Mervine (short 28.5 CEUs)
- 3.3.3.4 Mark B. Yoder, Jr. (late, short 22.0 CEUs)

**3.4 Initial Review of Audit Submissions for Late Renewals**

- 3.4.1 Dennis E. Koza (short 32.0 CEUs)

**4.0 New Business**

**4.1 Ratification of Licensure**

- 4.1.1 Megan L. Nessel (9-month AIT: 12/5/11 – 8/12/12)

**4.2 Review of Applications for Licensure \***

- 4.2.1 Carol Holzman – NHA by AIT \*

**4.3 Review of AIT Progress Reports**

- 4.3.1 Laura Kasal - 3<sup>rd</sup> / Final Quarterly Progress Report (needs approval to sit for exam)\*

- 4.3.2 Adrienne Indellini - 3<sup>rd</sup> Quarterly Progress Report \*

- 4.3.3 Christopher Collins - 2<sup>nd</sup> Quarterly Progress Report \*

- 4.3.4 Christy Lane - 3<sup>rd</sup> / Final Quarterly Progress Report (needs approval to sit for exam)\*

- 4.3.5 Marcella England - 2<sup>nd</sup> / Final Quarterly Progress Report (needs approval to sit for exam)\*

- 4.3.6 Robert Greer - 2<sup>nd</sup> / Final Quarterly Progress Report (needs approval to sit for exam)\*

- 4.3.7 Tammy Chavis - 1<sup>st</sup> Quarterly Progress Report \*

**4.4 Review of AIT Report – Ms. Howard**

**4.5 Tina Larose – 3<sup>rd</sup> Exam Failure**

**4.6 Review of Continuing Education Approval Requests**

**4.6.1 The Mary Campbell Center**

- 4.6.1.1 *Basic ICF/ME Surveyor Training, 9/26 – 9/30/11, Req 25.5 CEUs*

**4.6.2 Delaware Health Care Facilities Association**

- 4.6.2.1 *DHCFA's 2012 Legislative Conference, 1/26/12, Req 4.0 CEUs*

**4.6.3 Activities for Geriatric Enrichment**

- 4.6.3.1 *Assessment, the Key to Documentation, Dates TBD, Req 6.0 CEUs*

- 4.6.3.2 *The Survey Process for f248/249 (Activities Requirements), Dates TBD, Req 6.0 CEUs*

- 4.6.3.3 *The Challenges & Rewards of Volunteer Program Design & Implementation, Dates TBD, Req 6.0 CEUs*

- 4.6.3.4 *The ABC's of Dream Weaving, Dates TBD, Req 5.0 CEUs*

- 4.6.3.5 *It's About Time, Dates TBD, Req 5.0 CEUs*

- 4.6.3.6 *What's So Special About Special Events?, Dates TBD, Req 5.0 CEUs*

- 4.6.3.7 *Laughter is the Best Medicine, Dates TBD, Req 5.0 CEUs*

- 4.6.3.8 *The Name of the Game is Quality of Life... Are We All on the Same Team?, Dates TBD, Req 5.0 CEUs*

- 4.6.3.9        *The Power of Learning Circles, Dates TBD, Req 5.0 CEUs*
- 4.6.3.10      *Changing the Culture of Care Planning, Dates TBD, Req 5.0 CEUs*
- 4.6.3.11      *Promoting Quality of Life, Dates TBD, Req 5.0 CEUs*
- 4.6.3.12      *There's No Place Like Home... Or is There? A Closer Look at Culture Change, Dates TBD, Req 5.0 CEUs*
- 4.6.3.13      *Getting Started Along the Path to Culture Change, Dates TBD, Req 5.0 CEUs*
- 4.6.3.14      *Understanding the Application of Programming in LTC, Dates TBD, Req 5.0 CEUs*
- 4.6.3.15      *Planning & Implementing a Successful Resident Council, Dates TBD, Req 5.0 CEUs*
- 4.6.3.16      *Intergenerational Programs in Eldercare Settings, Dates TBD, Req 5.0 CEUs*
- 4.6.3.17      *Creative Arts in Eldercare Settings, Dates TBD, Req 5.0 CEUs*
- 4.6.3.18      *An Introduction to Culture Change, Dates TBD, Req 5.0 CEUs*
- 4.6.3.19      *Communication Skills in LTC Settings, Dates TBD, Req 5.0 CEUs*

5.0      Complaint Status – No Updates

6.0      Other Business before the Board (for discussion only)

6.1      Certificate of Appreciation, William Daisey (final 3 signatures)

7.0      Public Comment

8.0      Next Meeting – March 13, 2012, 1:00 p.m. 861 Silver Lake Boulevard, Cannon Building, Conference Room B, Dover, Delaware

9.0      Adjournment

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

**A final amended agenda will be published to reflect any items received after the original agenda is posted.**

**Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.**

**Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.**

**BOARD MEMBERS: PLEASE CONTACT THE BOARD OFFICE IMMEDIATELY AT 302-744-4500 IF YOU CANNOT ATTEND THE MEETING. THANK YOU.**